
FISCAL YEAR 2003 BUDGET

Fund Summary

Fund Name : Parks Special Revenue
Department Name : Parks & Recreation
Fund/Department No. : 206 / 36

	<u>FY2002 BUDGET</u>	<u>FY2002 ESTIMATE</u>	<u>FY2003 BUDGET</u>
Beginning Fund Balance	4,169,000	4,169,000	2,342,163
Current Revenues	<u>8,279,600</u>	<u>7,493,680</u>	<u>8,302,100</u>
Total Available Resources	<u><u>12,448,600</u></u>	<u><u>11,662,680</u></u>	<u><u>10,644,263</u></u>
Maintenance and Operations	8,985,556	7,820,517	9,031,667
Transfer to Special Non-Recurring Projects	<u>1,500,000</u>	<u>1,500,000</u>	<u>0</u>
Total Expenditures	10,485,556	9,320,517	9,031,667
Planned Ending Fund Balance	<u>1,963,044</u>	<u>2,342,163</u>	<u>1,612,596</u>
Total Budget	<u><u>12,448,600</u></u>	<u><u>11,662,680</u></u>	<u><u>10,644,263</u></u>

The above summarizes the FY2002 Budget, the FY2002 Estimate and the FY2003 Budget for the Parks Special Revenue Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures.

The department will continue to provide park amenities such as golf courses, tennis centers, fitness centers, and the Houston Zoo that are clean, well maintained, and safe. Proposed activities in FY2003 include the following:

- o Award contracts to vendors for the operation of the food concessions at Brock and Sharpstown Golf Courses;
- o Award a contract for the operation of Gus Wortham Golf Course;
- o Obtain City Council's approval to increase fees after the completion of a fee study of revenue-generating activities;
- o Increase golf rounds played at Sharpstown Golf Course to the level of play recorded in FY2000 (before cart path construction was undertaken), and;
- o Increase golf rounds played at Brock Golf Course to the level of play recorded in FY2000 (before irrigation system construction was undertaken).

FISCAL YEAR 2003 BUDGET

Department Budget Summary

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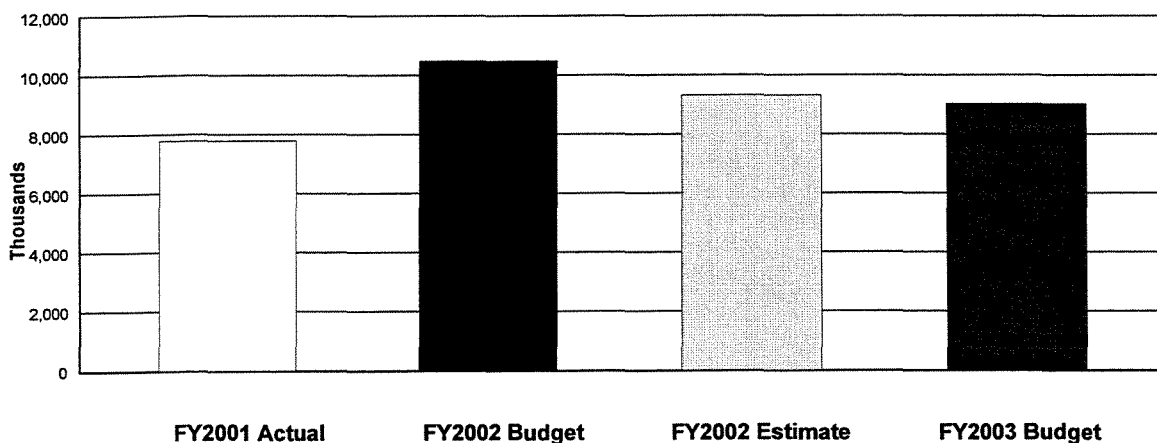
		<u>FY2001 Actual</u>	<u>FY2002 Budget</u>	<u>FY2002 Estimate</u>	<u>FY2003 Budget</u>
Expenditure Summary	Personnel Services	5,887,185	6,188,636	6,326,117	6,468,967
	Supplies	896,657	1,036,700	843,200	993,000
	Other Services and Charges	762,941	977,520	612,500	869,000
	Equipment	228,003	782,700	38,700	700,700
	Non-Capital Equipment	2,689	0	0	0
	Total M & O Expenditures	<u>7,777,475</u>	<u>8,985,556</u>	<u>7,820,517</u>	<u>9,031,667</u>
	Debt Service & Other Uses	9,375	1,500,000	1,500,000	0
	Total Expenditures	<u>7,786,850</u>	<u>10,485,556</u>	<u>9,320,517</u>	<u>9,031,667</u>

Revenue Summary	7,560,000	8,279,600	7,493,680	8,302,100
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Staffing Summary	Full-Time Equivalents - Civilian	177.1	197.1	185.9	191.4
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Total	<u>177.1</u>	<u>197.1</u>	<u>185.9</u>	<u>191.4</u>
	Full-Time Equivalents-Overtime	5.6	5.7	5.7	5.9

Budget Highlights	o Expand the irrigation system at Memorial Golf Course.
	o Increase operating revenue at Brock and Sharpstown Golf Courses.
	o Increase membership at the newly renovated Memorial Fitness Center.

**Parks Special Revenue
Parks & Recreation
Expenditure Summary**



FISCAL YEAR 2003 BUDGET

Department Group Summary	
Fund Name : Parks Special Revenue Department Name : Parks & Recreation Fund/Department No. : 206 / 36	
Group Description	Group Objectives
1111 Revenue Operations Administration Monitor the revenue activities in Parks General Fund, for City and privately operated golf courses, tennis centers and fitness centers. In FY03, no expenditures are budgeted.	Ensure that revenues are posted to the City's financial system in a timely manner. Monitor revenues and adjust year-end projections. This activity is budgeted in Org. 1911 in FY2003.
1420 Zoological Gardens Provide leisure, cultural and educational opportunities to visitors, centered around the animal collection at the Zoo.	Maintain the zoo animal population, exhibits, and physical assets in a manner necessary to receive accreditation from the American Zoo Association. Maintain a healthy animal population; prepare meals for animals; develop new animal diets; and provide courteous service.
1800 Golf Course & Tennis Center Operations Administer the operations of 2 golf courses and 3 tennis centers, and oversee the management contracts of 4 City owned golf courses operated by private firms.	Monitor contract managed golf courses; provide highest quality customer services, tournament scheduling, lessons, club repair, etc.; maintain courses at championship levels; increase tennis court and golf course usage following capital improvement completion.
1850 Memorial Golf Course Manage Memorial Golf Course (including a 32 station driving range)	Provide excellent customer services such as tee times, golf cart rentals, lessons, club repairs, tournament scheduling and merchandise. The construction of a maintenance barn started in FY2002 and is expected to be completed in FY2003.
1870 Operation Gang Together Provide community violence and crime prevention programs through training, partnerships and community empowerment.	Operate the tattoo removal program and attend community meetings to discuss ways to prevent gang activities.

FISCAL YEAR 2003 BUDGET

Department Group Summary									
Fund Name		: Parks Special Revenue							
Department Name		: Parks & Recreation							
Fund/Department No.		: 206 / 36							
Group Performance Measures	FY2001 Actual			FY2002 Estimate			FY2003 Budget		
	Group Activities	Budget FTEs	Program Costs \$	Group Activities	Budget FTEs	Program Costs \$	Group Activities	Budget FTEs	Program Costs \$
Tree planting	70			10			NA		
		0.0	7,693		0.0	1,000		0.0	0
Zoo attendance	1,465,000			1,516,900			1,524,400		
Zoo Education Attendance	NA			105,900			105,900		
Preparing Aminimal Diets	NA			89,900			89,900		
		83.2	2,801,771		80.0	2,917,017		83.6	2,903,312
Inspection of privately managed golf courses	4			12			16		
Rounds of Golf	85,275			70,000			103,000		
Tennis Cntr Court Rentals	20,600			23,300			25,300		
Golf revenue generated	1,748,579			1,249,200			1,874,800		
		52.5	2,751,114		53.5	2,961,000		60.5	2,973,414
Rounds of golf	67,617			65,500			66,000		
Golf Course revenue	2,746,249			2,513,700			2,641,300		
New Maintenance Barn	NA			1			1		
Expand irrigation system	NA			0			250 head		
		40.3	2,187,212		51.4	3,399,100		46.3	3,035,636
Prevention/interv.prgms	7			12			12		
Youth tattoo removals	568			600			700		
		1.0	39,060		1.0	42,400		1.0	44,305

FISCAL YEAR 2003 BUDGET

Department Group Summary

Fund Name : Parks Special Revenue
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Fund/Department No. : 206 / 36

Group Description	Group Objectives
<p>1911 Field & Fleet Operations</p> <p>This division plants trees in esplanades and right-of-ways and replaces trees damaged by motorists in vehicle accidents.</p>	<p>To improve the urban forestry enviroment by planting and nuturing trees and seedling.</p>

FISCAL YEAR 2003 BUDGET

Department Group Summary									
Fund Name		: Parks Special Revenue							
Department Name		: Parks & Recreation							
Fund/Department No.		: 206 / 36							
Group Performance Measures	FY2001 Actual			FY2002 Estimate			FY2003 Budget		
	Group Activities	Budget FTEs	Program Costs \$	Group Activities	Budget FTEs	Program Costs \$	Group Activities	Budget FTEs	Program Costs \$
Trees planted annually	NA			NA			375		
		0.0	0		0.0	0		0.0	75,000
Total		<u>177.1</u>	<u>7,786,850</u>		<u>185.9</u>	<u>9,320,517</u>		<u>191.4</u>	<u>9,031,667</u>

FISCAL YEAR 2003 BUDGET

Fund Name : : Parks Special Revenue
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 Fund / Department No. : 206 / 36

NO. of POSITIONS	JOB DESCRIPTION	JOB CLASS CODE	PAY GRADE
1	ADMINISTRATIVE AIDE	3011	10
3	ADMINISTRATIVE ASSISTANT	3022	17
2	ADMINISTRATIVE SPECIALIST	3025	20
3	ASSISTANT SUPERINTENDENT	5762	20
2	ASSISTANT TENNIS CENTER MANAGER	9773	17
3	CREW LEADER	5760	11
1	DIVISION MANAGER	3030	29
5	EQUIPMENT OPERATOR I	5311	08
8	EQUIPMENT OPERATOR II	5312	10
3	FIELD SUPERIVSOR	5147	17
3	GARDENER	5131	08
10	GROUDSKEEPER	5132	05
10	LABORER	5133	04
2	MAINTENANCE MECHANIC III	5273	14
1	MANAGEMENT ANALYST III	3084	21
1	MANAGEMENT ANALYST IV	3085	25
4	PARK MAINTENANCE AIDE	5119	02
48	RECREATION ASSISTANT	9761	6
1	RECREATION SUPERVISOR	9767	16
5	SEMI-SKILLED LABORER	5134	06
12	SENIOR CASHIER	4873	10
1	SENIOR RECREATION SPECIALIST	9765	14
1	SENIOR SERVICE CLERK	4853	12
2	SENIOR SUPERINTENDENT	5764	27
17	SENIOR ZOOKEEPER	9814	17
2	SUPERINTENDENT	5763	24
3	TENNIS CENTER MANAGER	9774	21
6	ZOO CURATOR	9821	24
66	ZOOKEEPER	9813	13
3	ZOOKEEPER APPRENTICE	9812	9
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229.0	Total Positions		
37.6	Less adjustment for Vacancies and Part-Time Employees		
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191.4	Full-Time Equivalents		

FISCAL YEAR 2003 BUDGET

Department Revenue Summary						
Fund Name : Parks Special Revenue Department Name : Parks & Recreation Fund/Department No. : 206 / 36						
Source	Description	Program Org	Program Name	FY2002 Budget	FY2002 Estimate	FY2003 Budget
6805	Special Event Permits	1111	Revenue Administration	35,000	45,000	47,500
6810	Closed Use Permits	1111	Revenue Administration	75,000	69,000	70,000
7540	Rec,Sports, & Educatn Prog	1111	Revenue Administration	202,800	177,680	190,200
7555	Admission And User Fees	1111	Revenue Administration	14,400	10,200	10,000
7700	Temporary Park Concessions	1111	Revenue Administration	56,000	70,000	72,600
7710	Term Concession Agreements	1111	Revenue Administration	50,000	10,800	10,800
7750	Special Events Concessions	1111	Revenue Administration	12,000	12,000	15,000
7785	Vending Machine Concessions	1111	Revenue Administration	31,500	32,100	32,100
7787	Concession Penalty & Interest	1111	Revenue Administration	0	3,500	3,500
8000	Building Space Rental Fees	1111	Revenue Administration	103,900	74,800	82,500
8050	Park Facility Use Fees	1111	Revenue Administration	145,000	181,300	185,000
8055	Park Equipment Rental Fees	1111	Revenue Administration	2,100	1,800	2,300
8235	Misc Fines & Forfeits	1111	Revenue Administration	400	100	100
8300	Interest On Pooled Investments	1111	Revenue Administration	200,000	184,200	188,500
8824	Subrogations	1111	Revenue Administration	40,000	15,000	16,000
8825	Recoveries & Refunds	1111	Revenue Administration	5,000	45,000	15,600
8835	Prior Year Revenue	1111	Revenue Administration	0	32,000	7,700
8855	Miscellaneous Revenue	1111	Revenue Administration	29,100	6,000	6,700
7540	Rec,Sports, & Educatn Prog	1424	Support Services	95,000	94,600	95,000
7555	Admission And User Fees	1424	Support Services	1,800,000	1,865,800	1,875,000
7710	Term Concession Agreements	1424	Support Services	200,000	261,600	276,200
8000	Building Space Rental Fees	1424	Support Services	6,300	6,300	7,000
8845	Cashier Overages	1424	Support Services	1,200	1,000	1,200
8855	Miscellaneous Revenue	1424	Support Services	10,000	11,000	11,500
7550	Golf Fees	1820	Sharpstown Golf Course	799,800	420,000	799,000
7700	Temporary Park Concessions	1820	Sharpstown Golf Course	11,800	7,700	12,300
7725	Other Recreational Concessions	1820	Sharpstown Golf Course	7,400	3,600	6,100
7730	Retail Concessions	1820	Sharpstown Golf Course	42,900	32,000	54,400
8060	Other Rental Fees	1820	Sharpstown Golf Course	325,500	207,200	325,000
8515	Sale Of Obsolete City Vehicles	1820	Sharpstown Golf Course	1,000	500	1,000
8855	Miscellaneous Revenue	1820	Sharpstown Golf Course	1,300	100	100
7550	Golf Fees	1830	Brock Golf Course	378,000	340,500	397,600
7700	Temporary Park Concessions	1830	Brock Golf Course	14,500	6,900	9,100
7725	Other Recreational Concessions	1830	Brock Golf Course	10,400	10,500	12,300
7730	Retail Concessions	1830	Brock Golf Course	24,800	25,500	28,000
8060	Other Rental Fees	1830	Brock Golf Course	235,800	195,300	231,000
8515	Sale Of Obsolete City Vehicles	1830	Brock Golf Course	3,000	3,000	3,300
7720	Term Operation Agreement	1840	Privatized Golf Courses	391,400	310,000	312,600
7550	Golf Fees	1851	Memorial GC Administration	1,494,900	1,360,800	1,443,000
7680	Training Services	1851	Memorial GC Administration	13,000	16,000	16,800
7710	Term Concession Agreements	1851	Memorial GC Administration	70,000	81,100	84,500
7725	Other Recreational Concessions	1851	Memorial GC Administration	515,000	505,000	525,700
7730	Retail Concessions	1851	Memorial GC Administration	215,000	204,800	211,300
8060	Other Rental Fees	1851	Memorial GC Administration	380,000	346,000	360,000
8845	Cashier Overages	1851	Memorial GC Administration	400	400	400
8515	Sale Of Obsolete City Vehicles	1852	Memorial Course Pro Shop Oper	7,000	3,500	7,000
7555	Admission And User Fees	1854	Memorial Fitness Center	29,100	10,100	28,500
7625	Other Service Charges	1854	Memorial Fitness Center	1,400	800	1,500
7545	Tennis Court Fees	1860	Tennis Center Operations	107,700	112,400	121,800
7625	Other Service Charges	1860	Tennis Center Operations	36,600	36,600	36,800
7680	Training Services	1860	Tennis Center Operations	13,800	7,500	13,700
7710	Term Concession Agreements	1860	Tennis Center Operations	15,000	18,900	18,900
7730	Retail Concessions	1860	Tennis Center Operations	18,400	16,200	18,400
Total Parks & Recreation				8,279,600	7,493,680	8,302,100

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ACCT	DESCRIPTION	FY2001 Actual	FY2002 Budget	FY2002 Estimate	FY2003 Budget
1100	Salary-Base Pay-Civilian	4,206,942	4,323,616	4,270,074	4,340,146
1105	Salary-Part Time-Civilian	173,831	216,394	192,400	226,386
1110	Premium Pay-Civilian	7,528	0	6,000	8,100
1113	Bilingual Pay-Civilian	4,515	4,500	4,000	1,800
1120	Overtime-Civilian	136,110	121,963	181,543	162,943
1130	Termination Pay-Civilian	8,518	0	49,600	56,500
1135	Pension-Civilian	413,516	432,361	441,300	430,331
1140	Social Security-Civilian	337,957	356,985	363,000	362,206
1145	Health/Life Ins Active Civilian	477,482	669,317	637,400	700,255
1146	Health/Life Ins Retiree Civilian	39,742	0	49,600	48,100
1405	Workers Compensation-Civilian	73,265	49,300	121,400	121,400
1415	Unemployment Claims	7,768	4,600	7,000	8,000
1420	Long Term Disability	11	9,600	2,800	2,800
Total Personnel Services		5,887,185	6,188,636	6,326,117	6,468,967
2130	Chem, Gases & Spec Fluids	166,705	185,000	182,400	182,700
2135	Cleaning and Sanitary Supplies	16,132	28,100	17,800	22,400
2200	Construction Materials	85,818	125,000	77,700	97,500
2205	Electrical Hardware & Parts	725	8,000	1,500	3,800
2210	Mechanical Hardware & Parts	9,711	11,200	1,200	8,400
2211	Meters, Hydrants & Plumb Supplies	11,124	27,300	2,000	20,900
2300	Audio-Visual Supplies	3,104	1,800	900	1,200
2305	Computer Supplies	3,719	3,200	3,000	2,000
2306	Paper & Printing Supplies	97	4,100	1,500	2,300
2315	Publications & Printed Materials	103	600	700	700
2323	Postage	312	2,000	200	1,200
2325	Miscellaneous Office Supplies	83,923	7,900	9,100	5,600
2400	General Laboratory Supplies	0	1,700	0	500
2412	Medical & Surgical Supplies	7	10,200	0	1,900
2415	Small Tech & Scientific Equip	0	1,400	0	600
2600	Fuel	23,622	19,500	15,200	18,000
2605	Vehicle Repair & Maint Suppl	47,955	70,000	44,000	97,000
2701	Clothing	13,019	20,900	9,700	13,900
2702	Food Supplies	0	0	200	0
2704	Recreational Supplies	49,446	65,000	30,400	53,000
2708	Landscapeing & Garden Supplies	95,685	111,500	94,500	140,000
2709	Small Tools & Minor Equipment	24,485	22,700	10,600	19,600
2738	Miscellaneous Parts & Supplies	5,306	13,100	74,600	11,800
2739	Inventory Sales	255,659	296,500	266,000	288,000
Total Supplies		896,657	1,036,700	843,200	993,000
3100	Janitorial Services	57,288	52,400	14,200	51,500
3105	Security Services	110,988	125,100	101,500	122,700
3107	Temporary Personnel Services	24,546	4,000	1,000	1,000
3200	Claims Payment Services	0	150,000	0	150,000
3305	Advertising Services	6,196	10,700	5,000	9,700
3307	Architectural Services	16,550	0	0	0
3321	Computer Info/Contracting Svc	24,164	14,200	4,000	10,000

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ACCT	DESCRIPTION	FY2001 Actual	FY2002 Budget	FY2002 Estimate	FY2003 Budget
3325	Medical, Dental & Lab Services	11,000	12,000	12,000	12,000
3335	Management Consulting Services	0	0	1,000	0
3344	Photographic Services	0	200	100	200
3345	Miscellaneous Support Services	260	0	0	0
3405	Vehicle/Equipment Rental/Lease	218,458	261,000	204,000	242,000
3409	Office Equipment Rental	2,254	2,400	1,900	2,400
3420	Other Rental	14,322	21,900	13,900	18,100
3510	Telephone	21,237	28,600	17,600	23,100
3515	Communication Lines	640	6,000	0	1,500
3519	Radio Communications	0	700	0	700
3525	Refuse Disposal	14,247	21,420	15,700	17,100
3530	Water	1,448	2,600	2,600	2,600
3539	Sewer	24,609	5,000	32,000	20,900
3600	Building Maintenance Services	33,272	19,800	4,000	35,600
3605	Land and Grounds Maintenance	2,626	0	2,100	0
3610	Infrastructure Maintenance Svc	0	25,500	1,600	25,000
3615	Computer Eq/Software Maint Svc	0	2,900	500	1,500
3616	Communications Equip Services	0	3,400	0	1,000
3625	Office Equipment Services	0	1,300	0	700
3626	Vehicle & Motor Equip Services	9,434	16,300	14,500	19,800
3635	Other Equipment Services	12,913	7,500	1,100	6,200
3745	IntFd Communicatn Equip Repair	1,620	0	0	0
3794	Print Shop Services	0	1,100	0	700
3799	Mail/Delivery Services	12,410	13,100	12,000	13,100
3805	Printing & Reproduction Svcs	4,752	16,100	9,000	10,100
3812	Structural Construction Work Services	126,500	125,100	134,100	48,000
3895	Misc Other Services & Charges	4,494	3,800	3,600	2,100
3900	Education & Training	738	3,300	700	2,300
3905	Membership & Professional Fees	3,311	6,800	1,100	6,600
3910	Travel-Training Related	2,416	12,100	1,300	9,200
3950	Travel-Non-training Related	0	0	200	1,000
3960	Motor Pool Charges	37	0	0	0
3970	Freight Charges	211	1,200	200	600
Total Other Services and Charges		762,941	977,520	612,500	869,000
4200	Permanent Buildings	0	125,000	9,700	0
4255	Other Bldg Systems & Improvement	7,392	16,000	0	0
4306	Non-Building Structures	0	50,000	0	0
4307	Athletic and Recr Structures	52,644	0	4,500	0
4326	Other Capital Improvements	0	400,000	0	525,000
4430	Microcomputer Equipment	0	0	0	5,300
4446	Audio, Video & TV Equipment	0	0	0	2,500
4494	Other Equipment	11,036	65,600	24,500	44,000
4525	Trucks - General Purpose	0	0	0	22,000
4545	Motorized Maintenance Equip	135,768	111,100	0	77,000
4560	Vehicle Attachments	21,163	5,000	0	4,900
4570	Other Vehicles	0	10,000	0	20,000

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ACCT	DESCRIPTION	FY2001 Actual	FY2002 Budget	FY2002 Estimate	FY2003 Budget
	Total Equipment	228,003	782,700	38,700	700,700
4820	Non-Capital Computer Equipment	2,689	0	0	0
	Total Non-Capital Equipment	2,689	0	0	0
5641	Transfers to Special non-reoccur Prj.	9,375	1,500,000	1,500,000	0
	Total Debt Service and Other Uses	9,375	1,500,000	1,500,000	0
	Grand Total Expenditures	7,786,850	10,485,556	9,320,517	9,031,667

